

VILLAGE OF LAKE ZURICH

Board of Trustees
70 East Main Street



Tuesday, February 21, 2023 7:00 p.m.

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Dan Bobrowski, Trustee Mary Beth Euker, Trustee Janice Gannon, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Greg Weider.
3. **PLEDGE OF ALLEGIANCE**
4. **PRESIDENT'S REPORT / COMMUNITY UPDATE**
 - Presentation from "Techno Warrioz" on Environmental Sustainability
5. **PUBLIC COMMENT**

This is an opportunity for residents to comment briefly on matters included on the agenda and otherwise of interest to the Board of Trustees. Public Comment is limited to 30 minutes total and up to 5 minutes per speaker.
6. **CONSENT AGENDA**

These titles will be read by the Village Clerk and approved by a single Roll Call Vote. Any item may be pulled from the Consent Agenda for discussion by any Village Trustee.

 - A. **Approval of Semi-Monthly Warrant Register Dated February 21, 2023 Totaling \$1,060,408.39**
 - B. **Approval of 2023 External Special Event Requests for Purple Plunge on March 4, Unplugged Fest on August 6, Brazilian Festival on August 12, Alpine Races on August 20, Bushel of Apples Fest on September 22 – 24, My Density Matters 5k Walk on October 15 and Jack O' Lantern World every Thursday – Sunday from September 29 – October 31, 2023 plus Halloween Day**

Summary: The Park and Recreation Advisory Board have reviewed and recommend approval of these 2023 special events managed and organized by external organizations seeking to hold their events within Lake Zurich.

C. **Approval of 2023 Internal Village-sponsored Special Event Requests for the Egg Hunt on April 1, Tween Egg Dash on April 7, Arbor Day on April 29, Food Truck Socials every Wednesday June – August, Farmers Market every Friday from June 2 – September 8, Movies in the Park on June 16 and July 14, Family Fishing Derby on June 18, Groove Grove on June 28, July 26, and August 23, Independence Day on July 4, Rock the Block on September 9, and Miracle on Main on December 2**

Summary: The Park and Recreation Advisory Board have reviewed and recommend approval of these 2023 special events managed and organized by the Village of Lake Zurich.

D. **Ordinance Approving the Annual Official Zoning Map of the Village of Lake Zurich (Assign Ord. #2023-02-499)**

Summary: Illinois requires all municipalities publish an updated zoning map by March 31 of each year. Changes for 2023 include rezoning one parcel on Buesching Road from R-1/2 Single-Family Residential to R-5 Single-Family Residential, reconfiguring lots at 444 South Rand Road to create a new outlot in the B-3 Regional Shopping Business District, and consolidation of two lots related to the Alpha Tekniko development in the I-Industrial District.

E. **Resolution Requesting Temporary Closure of Lake County Jurisdiction on Old McHenry Road on August 20, 2023 for Annual Alpine Races (Assign Reso. #2023-02-072)**

Summary: The proposed Resolution authorizes a request to the Lake County Department of Transportation to close a portion of Old McHenry Road from the hours of 6:30 am – 1:00 pm on August 20, 2023 to support the annual Alpine Races.

F. **Agreement to Purchase Bulk Rock Salt from Compass Minerals America Inc. in the Amount Not-to-Exceed \$169,200**

Summary: The FY 2023 budget includes \$169,200 from the Motor Fuel Tax Fund for the purchase of road salt. On October 28, 2022, a contract was approved by the Illinois Department of Central Management Services with Compass Minerals America Inc. for the purchase of bulk road salt at \$80.57 per ton with the term of the contract to expire on September 30, 2023.

G. **Agreement with Apex Landscaping Inc. for 2023 Landscape Maintenance in the Amount of \$214,297 with a Not-to-Exceed Amount of \$260,000 for Additional Landscaping Maintenance as Needed**

Summary: The FY 2023 budget includes \$260,000 for landscaping that includes mowing and flower bed maintenance at municipal facilities, State right-of-ways, and public parks. Staff opened competitive bids on January 28, 2022, which revealed Apex Landscaping as the lowest competitive rate. The Village has historically bid landscaping maintenance as a three-year contract due to the extensive training needed to familiarize the contractor with Village parcels and maintenance requirements.

H. Ordinance Amending Title 7, Chapter 6 of the Lake Zurich Municipal Code Concerning the Regulations of Trees (Assign Ord. #2023-02-500)

Summary: The existing tree ordinance was last comprehensively amended in October 2007 with minor text amendments in 2012 and 2019 to update certain procedural provisions. The Tree Commission met on February 7, 2023 to consider the final draft of these proposed amendments and voted unanimously in favor of Village Board approval.

I. Ordinance Proposing the Establishment of a Backup Special Service Area #20 in the Village of Lake Zurich and Providing for a Public Hearing and Other Procedures in Connection Therewith the Sanctuary of Lake Zurich at the Southeast Corner of North Rand Road and North Old Rand Road (Assign Ord. #2023-02-501)

Summary: The proposed Public Hearing is for the establishment of a backup Special Service Area #20 for maintaining, repairing, reconstructing and/or replacing certain improvements within the Sanctuary subdivision. Special Service Area #20 is being setup as a backup SSA in the event the owners of residential units, the homeowner's association, or any future parties of interest in the area fail to maintain stormwater management improvements or open space areas. No levy of taxes are proposed at this time.

Recommended Action: A motion to approve the Consent Agenda as presented.

7. PUBLIC HEARING TO CONSIDER FORMING BACKUP SPECIAL SERVICE AREA #20 FOR MAINTENANCE AND REPAIR OF CERTAIN IMPROVEMENTS WITHIN THE SANCTUARY OF LAKE ZURICH SUBDIVISION AT THE SOUTHEAST CORNER OF NORTH RAND ROAD AND NORTH OLD RAND ROAD (Mayor Poynton)

Summary: The Village proposed an ordinance and public hearing for the establishment of a backup Special Service Area for the ongoing maintenance of improvements such as wetland areas, lakefront beaches, lakefront shoreline, underground detention, storm sewer maintenance, retaining walls, and private roadways located within the property commonly referred to as the Sanctuary of Lake Zurich.

Special Service Area #20 is being set up as a backup SSA in the event that the owners of residential units, the homeowners association, the owner of the commercial restaurant

property, or any future parties of interest in the property fail to maintain, repair, reconstruct and/or replace these improvements. No levy of taxes to fund this maintenance is proposed at this time.

Recommended Action #1: A motion to Open the Public Hearing and receive into record any public comments or concerns on the proposed backup SSA #20. *Voice Vote.*

Recommended Action #2: A motion to Close the Public Hearing. *Voice Vote.*

8. NEW BUSINESS

This agenda item includes matters coming to the Board of Trustees for discussion and possible action.

A. **Ordinance Approving Budget Amendment #2 for Fiscal Year 2022 Budget** (Assign Ord. #2023-02-502) (Trustee Sprawka)

Summary: An evaluation of the financial projections for the 2022 fiscal year has identified a number of necessary budget amendments based on the actual figures or best estimates for projected year-end results.

Recommended Action: A motion to approve ordinance 2023-02-502 via a minimum two-thirds majority vote amending the Fiscal Year 2022 Budget.

B. **Ordinance Approving Budget Amendment #1 for Fiscal Year 2023 Budget** (Assign Ord. #2023-02-503) (Trustee Sprawka)

Summary: Recognizing the ever-increasing demand for repair and maintenance of public assets, staff is recommending a reorganization of the Public Works Department. Establishing the position of Project Manager in lieu of a Maintenance Worker II position will provide necessary resources for oversight of public improvement projects.

Recommended Action: A motion to approve ordinance 2023-02-503 via a minimum two-thirds majority vote amending the Fiscal Year 2023 Budget.

C. **Agreement with G.E. Riddiford Company for Police Department Roof Replacement in the Amount of \$688,644 with a Total Not-to-Exceed Amount of \$810,000** (Trustee Spacone)

Summary: The FY 2023 budget includes \$810,000 in the Capital Projects Fund for the replacement of the police department roof, which is the original roof from 2001. A competitive bid opening for this project was conducted on February 2, 2023 with six bids received. G.E. Riddiford Company provided the most competitive bid at \$688,644. The requested not-to-exceed amount of \$810,000 includes another \$121,356 for construction inspections and potential project contingency costs.

Recommended Action: A motion to approve an agreement with G.E. Riddiford Company for Police Department Roof Replacement in the Amount of \$688,644 with a Total Not-to-Exceed Amount of \$810,000.

D. Agreement with Master Project for Buffalo Creek Park Facility Roof Replacement in the Amount of \$138,200 with a Total Not-to-Exceed Amount of \$230,000 (Trustee Spacone)

Summary: The FY 2023 budget includes \$230,000 in the Capital Projects Fund for the replacement of the Buffalo Creek facility roof. A competitive bid opening for this project was conducted on 2, 2023 with eight bids received. Master Project provided the most competitive bid at \$138,200. The requested not-to-exceed amount of \$230,000 includes another \$91,800 for construction inspections and potential project contingency costs.

Recommended Action: A motion to approve an agreement with Master Project for Buffalo Creek Park Facility Roof Replacement in the Amount of \$138,200 with a Total Not-to-Exceed Amount of \$230,000.

9. TRUSTEE REPORTS

This is an opportunity for Trustees to report on matters of interest to the Board of Trustees.

10. VILLAGE STAFF REPORTS

This is an opportunity for Village Staff to report on matters of interest to the Board of Trustees.

A. Monthly Data Metric Reports

11. ADJOURNMENT

Next regularly scheduled Village Board meeting is on Monday, March 6, 2023.

The Village of Lake Zurich is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations so that they can observe and participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village's facilities, should contact the Village's ADA Coordinator at 847.438.5141 (TDD 847.438.2349) promptly to allow the Village to make reasonable accommodations for those individuals.